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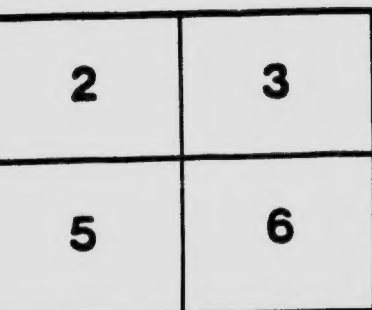
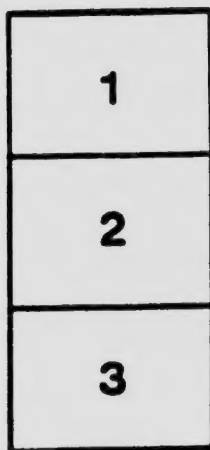
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BY-LAWS

— OF —

The Association of Professional Engineers

**OF THE PROVINCE OF
BRITISH COLUMBIA**



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BY-LAWS

GENERAL MEETING OF THE ASSOCIATION

1. A General Meeting of the members of the Association shall be held on the first Saturday in December in every year except the year 1920, at such hour and place as may be prescribed by the Council of the Association, and the Secretary shall mail notices to all members of the Association of the date, hour and place twenty-one days previous to the holding of such Meeting.

2. The above mentioned General Meeting shall be called The Annual Meeting of the Association.

EXTRAORDINARY MEETING

2a. The Council of the Association may, whenever they think fit, convene an extraordinary meeting of the members of the Association, or twenty-five members of the Association, who shall give notice in writing, or five members of the Council may requisition in writing the President, to call an extraordinary meeting of the members of the Association, and the President must forthwith instruct the Secretary to call such an extraordinary meeting, giving twenty-one days notice to all members of the Association of the date, hour and place of such meeting and business to be transacted.

2b. The President of the Association shall preside as Chairman at every General Meeting of the Association; in the absence of the President the Vice-President shall preside as Chairman of the Meeting.

3. If the President and Vice-President be not

present within fifteen minutes after the time appointed for holding the meeting, or if either the President or Vice-President be unwilling to act as Chairman, then the members present shall choose someone of their number to be Chairman.

4. The Chairman may, with the consent of any Meeting (and shall do if so directed by the Meeting) adjourn the Meeting from time to time and from place to place, but no business shall be transacted at any adjourned meeting other than the business left unfinished at the meeting from which the adjournment took place. When a meeting is adjourned for twenty-one days or more, notice of the adjourned meeting shall be given as in the case of an original meeting. Save as aforesaid, it shall not be necessary to give notice of an adjournment, or of the business to be transacted at any adjourned meeting.

5. At any meeting a resolution put to the vote of the meeting shall be decided on a show of hands, unless a poll is (before or on the result of the show of hands) demanded by at least three members, and, unless a poll is so demanded, a declaration by the Chairman that a resolution has, on a show of hands, been carried unanimously, or by a particular majority, or lost, and an entry to that effect made in the book of the proceedings of the Association, shall be conclusive evidence of the fact, without proof of the number or proportion of the votes recorded in favor of or against that resolution.

6. If a poll is duly demanded it shall be taken in such manner as the Chairman directs, and the result of the poll shall be deemed to be the resolution of the meeting at which the poll was demanded.

7. In the case of an equality of votes, whether on a show of hands or on a poll, the Chairman of the Meeting (if he be other than the President or Vice-President) at which the show of hands

takes place, or at which the poll is demanded, shall be entitled to a second or casting vote.

MEMBERSHIP AND FEES

8. The membership of the Association shall consist of all persons registered as Professional Engineers of the Province of British Columbia.

8a. The annual fee of the Association shall be fifteen dollars and shall be payable as provided for in the Act.

8b. Any member who has reached the age of seventy years and has been registered for one or more years, or any member who has paid the annual and other fees for twenty-five years shall be entitled to life membership in the Association and shall enjoy all its rights and privileges without payment of further fees.

8c. The Council may recommend to the Association at its General Meeting that persons eminent in the engineering profession be elected to life membership in the Association and that all fees of such persons shall be paid out of the general funds of the Association.

VOTES OF MEMBERS

9. On a show of hands, or on a poll being taken, all members present shall have one vote. On a mail ballot ordered to be taken, every member of the Association shall have such mail ballot papers sent him to his address, and as recorded in the register of the Association. Such mail ballots shall be in manner taken and returnable (except in the case of the election of Executive Officers and Council, when such mail ballots shall be taken as hereinafter directed), as the Meeting may decide, but such mail ballot shall be returnable within twenty-one days.

ELECTION OF COUNCIL

10. Nominations shall be made by a nominating

committee of eleven, appointed by the Annual General Meeting.

Additional nominations may be made in writing by any eleven members. All nominations must be submitted to the Secretary at least six weeks before the next succeeding Annual General Meeting. The Secretary, within three weeks of said receipt, shall post all necessary ballot papers to each and every member of the Association at the address recorded in the Register of the Association, as hereinafter provided for the sending of notices.

11. The election of the President, Vice-President, and four members of the Council shall be by mail ballot. All mail ballots shall be returned to the Secretary at or before the hour of the General Annual Meeting. All letter ballots to be valid shall be enclosed within two sealed envelopes; the outer envelope shall be endorsed with the signature of the voter; but the inner envelope, containing the ballot, shall have no identifying mark upon it and shall be opened and counted during the General Annual Meeting by four scrutineers appointed by such meeting, who shall report the result of the ballot. The successful candidates shall be those who have received the largest number of votes. In the event of a tie vote between two or more candidates, the meeting shall elect by ballot from the candidates so tied and in the event of a further tie, the President shall cast the deciding vote.

DUTIES OF EXECUTIVE COUNCIL

12. The powers of the Executive are as conferred on them by the Engineering Profession Act, and the duties of the Council shall consist of:

- (a) The government, discipline and honor of the members.
- (b) The maintenance of the Association and the management of its property.

- (c) The levying, remitting and collecting of fees.
- (d) The making provision for examination and admission of candidates to the study and practice of Professional Engineering.
- (e) The calling and management of meetings, voting, quorum, and general business, banking, borrowing, and credits.
- (f) All other purposes reasonably necessary for the management of the Association.
- (g) The Council may from time to time appoint a Registrar, who shall not be one of their number. Such Registrar shall be paid a remuneration to be decided by the Council.
- (h) The Council may incur such other expenses as may be necessary to satisfactorily carry on the affairs of the Association.

13. The Council shall appoint annually from outside their own number a Board of Examiners of not less than three members for each of the following branches of Engineering: Civil, Mining, Mechanical, Electrical, Chemical and Structural. All such Examiners shall be remunerated as the Council sees fit, whether basing such remuneration on the number of persons examined or on a daily rate.

14. The Council shall cause Minutes to be made in books provided for the purpose:

- (a) Of all appointments of Officers, Examining Boards, Clerical Staff, made by the Council.
- (b) Of the names of the Councillors present at each meeting of the Council and of any Committee of the Council.
- (c) Of all resolutions and proceedings of all Meetings of the Association, and of the

Council, and of Committees of the Council, and all Minutes when approved shall be signed by the Presiding Officer, together with the Secretary, of all such meetings of the Association or of the Council.

THE SEAL

15. The Seal of the Association shall not be affixed to any instrument except by authority of a Resolution of the Council of the Association, or of a Resolution of the members of the Association, as may be prescribed in and by any such Resolution, or (if no officers are prescribed by the Resolution) in the presence of (a) two Councillors of the Association and the Registrar, or (b) the President or Vice-President of the Association and the Registrar and such officers shall sign every instrument to which the Seal of the Association is so affixed in their presence.

PROCEEDING OF COUNCIL

16. The Council of the Association may meet together for the dispatch of business, adjourn, and otherwise regulate their meetings, as it sees fit. Questions arising at any meeting shall be decided by a majority of votes. In case of any equality of votes, the Chairman shall have a timecasting vote—Three Councillors may at any time summon a Meeting of the Council, giving seven days notice to all Members of the date, hour and place of such Meeting.

17. The quorum necessary for the transaction of the business of the Council shall be six members.

18. It shall be the duty of the President of the Association to preside at all Meetings of the Council, but in his absence then the Vice-President shall preside, or in the absence of both the President and the Vice-President then the Councillors present may choose one of their

number present to be Chairman of the Meeting, and the Chairman so chosen shall exercise all the functions and authority of the President for the transaction of business at that Meeting.

19. The Council may delegate any of its powers to Committees consisting of such member or members of its body as it sees fit; any Committee so formed shall in the exercise of the powers so delegated conform to any regulations that may be imposed on it by the Council.

20. All Committees shall elect one of their number a Chairman. If at any meeting the Chairman is not present within ten minutes after the time appointed for holding the same, the members present may choose one of their number to be Chairman of the Meeting.

21. A Committee may meet and adjourn as it sees fit. Questions arising at any Meeting shall be determined by a majority of the members present, and in case of an equality of votes, the Chairman shall have a casting vote.

22. The Council shall cause true accounts to be kept of the sums of money received and expended by the Association and the matter in respect of which such receipt and expenditure takes place, and of the Assets and Liabilities of the Association.

23. The books of accounts shall be kept at the office of the Association or at such other place or places as the Council sees fit and shall always be open to the inspection of the Council.

24. The Council shall from time to time determine whether and to what extent and at what times and places and under what conditions or regulations the accounts and books of the Association or any of them shall be open to the inspection of members of the Association (not being Councillors), and no member (not being Councillor) shall have any right of inspecting

any account or book or document of the Association, except as authorized by the Council or by the Association in General Meeting.

25. At the Annual Meeting of the Association the Council shall lay before the Association a Balance Sheet for the period since the preceding account was made and up to within thirty days of the Meeting where such Balance Sheet is presented, or (in the case of the first account) since the Incorporation of the Association. The Balance Sheet shall be accompanied by a report of the Council as to the state of the Association affairs and the amount which it recommends that shall be the Annual Fee of the Association for the following year.

26. A copy of the Balance Sheet and Report shall be sent prior to the General Meeting of the Association, together with the notice calling for such General Meeting, to all members of the Association, in the manner in which notices are to be given hereunder.

NOTICES

27. A notice may be given by the Association to any member either personally, or by sending it by post to him to his registered address as recorded in the Register of the Association, or to the address (if any) supplied by him to the Association for the giving of notices to him.

28. When the notice is sent by post, service of the notice shall be deemed to be effected by properly addressing, prepaying and posting a letter containing the notice, and unless the contrary is proved to have been effected at the time at which the letter would be delivered in the ordinary course of post.

AUDIT

29. The Council shall appoint two auditors to

audit the books of the Association, and the report of such auditors, duly signed by them, shall be presented to the Council for its consideration and the Council shall cause the report to be laid, together with the balance sheet of the Association and the report of the Council, before the General Annual Meeting of the Association for its consideration, and furthermore shall cause to be sent such auditor's report, together with the balance sheet and report of Council as heretofore provided, to all members of the Association.

30. No member of the Council, nor any officer or employee of the Association shall be appointed an Auditor.

31. The Council shall remunerate as it sees fit all such services of the auditors appointed.

ELECTION OF COUNCIL FOR 1920-1921

32. The Nominating Committee, elected at the General Annual Meeting held on the 16th day of October, 1920, under Section 10 of these By-laws, in addition to making the nomination as provided for under that section, shall forthwith proceed to nominate not less than two members of the Association for each office and such nominations shall include at least the names of members representing the various branches of Engineering as defined under Section 2, Sub-section (b) of the Act for the offices of President; Vice-President, and five members of Council for the year 1920-1921. That the methods of nomination and election of such officers and councillors shall be in accordance with Sections 10 and 11 of these By-laws, save and excepting that the time period of making such nominations and elections shall be so that the present Provisional Council, who are hereby appointed Scrutineers for this election, shall be able to notify all members of the Association by a date not later than the 16th day of December, 1920, of the names of the successful

candidates for the offices of the President, Vice-President and Councillors for the year 1920-1921.

This section of the By-laws shall be null and void after the nomination and election of the Council for the year 1920-1921.

Dated this 16th day of October, 1920.



